

INTERVIEWING SKILLS JUDGE'S RATING SHEET

Section # _____
 Competitor # _____
 Judge's Signature _____

Items Evaluated	Points Possible					Points Allocated
	Superior	Excellent	Good	Fair	Poor	
1. General Characteristics:	5	4	3	2	1	
	Personal appearance					
	Grammar	5	4	3	2	1
	Diction and articulation	5	4	3	2	1
	Eye contact, poise and posture	5	4	3	2	1
2. Cover Letter:						
	Content	5	4	3	2	1
	Neatness, spelling	5	4	3	2	1
3. Resume:						
	Organization, content	5	4	3	2	1
	Neatness, spelling	5	4	3	2	1
4. Job Application:						
	Completeness	5	4	3	2	1
	Neatness, spelling	5	4	3	2	1
5. Interview:						
	Introduction/first impression	10	8	6	4	2
	Content of answers	10	8	6	4	2
	Confidence, maturity, enthusiasm	15	12	9	6	3
6. Knowledge of Position Applied For:						
		10	8	6	4	2
7. Close		5	4	3	2	1
Total Points Possible	100	80	60	40	20	